

Duchesne County

REQUEST FOR QUALIFICATIONS (RFQ)
FOR
PROFESSIONAL ENGINEERING SERVICES
FOR
Strawberry River Road Improvements & Permitting Project

Notice to Engineers:

- *Deadline for all submittals is Sept. 19th | 3 p.m.*
- *Review SOQ's from Sept. 19 to Sept. 23, Selection*
- *Maximum number of SOQ pages: 10 pages*

Introduction and Background

DUCHESNE COUNTY is soliciting statements of qualifications from a qualified civil engineering firm(s) to provide design and permitting services for improvements to the Strawberry River Road from the Pinnacles to Timber Canyon. Improvements will be completed by the Duchesne County Road Department and will generally include reshaping of the roadway surface in multiple locations, raising roadway in low areas impacted by flooding, removal of deposited materials in side canyons, mining of deposits and also areas suitable for embankment and roadway material. Work will also include the need for coordinating with Utah Division of Water Rights to place roadway fill and riprap into newly established channels or backwater areas created from flash flooding stemming from the Dollar Ridge fire burn scars. See attached project concept map. The Scope of work defines the items being required of the selected firm.

Submitting firms must have ten years or more experience related to design, planning and asset management for county and local government infrastructure improvements. The selected engineering firm shall employ licensed professional engineers within the State of Utah. DUCHESNE COUNTY anticipates selecting one of the responding firms, but there is no guarantee that any responding firm will be selected. Selection of an engineering firm will be based upon the review of the SOQ's, and once a selection has occurred, the fee proposal submitted with the SOQ in a separate sealed envelope shall be opened and reviewed by the County Commission and Road Department. DUCHESNE COUNTY reserves the right to reject any and all Statements of Qualifications.

Scope of Work

Design Engineering tasks:

1. Full roadway survey and design is NOT included in this scope of work, however, typical section details will be necessary to establish roadway repair scope of work for permitting.
2. Design and details for Riprap protection of roadway embankment along areas deemed necessary will be required, along with specifications and recommendations regarding adequacy of existing rock in project site.
3. Channel realignment for Strawberry River and Timber Creek near confluence. Also recommendations for relocating the Big R bridge upstream to replace bridge for Timber Creek Road, along with needs for temporary access roadway to retrieve bridge.
4. Project location maps and exhibits for identification of roadway repair areas, riprap protection areas,

aggregate mining locations, and other restoration efforts will be required.

5. Plan in hand site visit and plan review with Road Department staff.

Environmental Permitting tasks:

1. Coordinate with Utah Division of Water Rights for specific requirements and joint Stream Alteration permit, with regard to fire/flooding aspect and emergency access measures.
2. Create project exhibits that meet the requirements of the U.S. Army Corps of Engineers (USACE) and the Utah Division of Wildlife Resources for permitting activities within and near waters of the U.S., including estimated impact quantities, plan view drawings, and typical cross-sections.
3. Prepare and submit a stream alteration permit application for the project site, as well as potentially prepare a USACE preconstruction notification for the projects if required.
4. Conduct any necessary environmental surveys for the project as required by USACE, which may include a cultural survey, an aquatic resource delineation, and appropriate biological surveys.
5. Coordinate with Duchesne County representatives to verify the accuracy of the application contents prior to submittal.
6. Provide regular permitting updates to Duchesne County representatives.
7. Regularly coordinate with the Utah Division of Water Rights and USACE to expedite the permitting process as much as possible.

Construction Phase Services:

1. Providing on-site and/or off-site supervision and evaluation of quality control for various aspects of project (such as riprap material and installation), coordination and scheduling with County Road Department and required observations, conducting periodic special inspections, and preparation and submission of reports regarding the progress of project to permitting agency or interested parties on behalf of DUCHESNE COUNTY.
2. All services shall be performed exclusively in the best interest of DUCHESNE COUNTY, in strict accordance with all applicable professional, statutory, and regulatory standards and codes and in the most efficient and cost-effective manner practicable.

Proposal Requirements

Duchesne County will review each of the submitted proposals and select an engineering firm(s) based on the following information. The proposals and the performance data requested should include the following items:

1. Letter of Interest. The firm's project manager must be identified. The project manager is the firm's representative who will have full responsibility for the design, construction observation and permitting of the project.
2. Name of firm and the location of the firm's offices and the office where the majority of the work for Duchesne County will be performed. The age of the firm and the average number of employees of the firm over the past five years.
3. The education, training and qualifications of key members of the firm and key employees to be assigned to the project.

4. Current workload and availability of the key persons to be assigned to the Project.
5. Recent successful projects completed by the engineering firm which are similar in nature to the anticipated project being considered by Duchesne County. The descriptions should indicate the technical experience and experience of the personnel with regard to this type of project.
6. Projects previously completed by the engineering firm for Duchesne County and familiarity with Duchesne County standards and preferences.
7. References for the firm and identified individuals involved in the project. References should include owner contact information.
8. A description of the firm's fee structure outlining hourly rates for all personnel. Also include descriptions of fees for travel expenses, copies or any other expenses.
9. Fee proposal for the scope of work included in this RFQ in a separate sealed envelope, for each phase specified (Design, Permitting, Construction Observation).

Submittal Instructions

Proposals will be received at the Duchesne County Road Department office, and must include five (5) copies of printed proposal to the address below, until **3 PM on Thursday, September 19, 2019**. The number of pages of the proposal is to be limited to ten (10) pages. Correspondence, questions and/or clarifications of the proposal procedure should be directed to:

Ben Henderson
Duchesne County Road Department
PO Box 356
20800 West East River Road
Duchesne, UT 84021

Selection Criteria

Duchesne County will utilize the following in selecting the professional engineering firm:

- Competence to perform the services as reflected by technical training and education, engineering experience, funding procurement experience and direct experience in providing the services outlined herein. (30% score rating)
- The firm's history of effective budget and schedule management for similar projects. (20% score rating)
- Familiarity with Duchesne County, its future project plans, and past project experience. (20% score rating)
- The ability to perform the services as reflected by workload and the availability of adequate local personnel, equipment, and facilities, as well as companywide resources and personnel to perform the services in a timely manner when requested. (15% score rating)
- Evidence of competent design/construction engineering services. (15% score rating)